

**Town of Warren
Planning Commission
Minutes of Meeting
Monday, May 13, 2024**

Members Present: Jenny Faillace, Dan Raddock, Macon Phillips, Jim Sanford, Adam Zawistowski
Staff Present: Ruth Robbins, Zoning Administrator
Others Present: Jim Crafts, Mary Gow, Andy Phelan

Agenda:

1. Public Comment
2. Report from the Vision Subcommittee re: Public Forum event
3. Status of the PC/SB LUDRs subcommittee progress
4. Update/status of STR draft ordinance
5. New and Other Business

The meeting was called to order by Dan at 7:03 pm.

Public Comment

Mary Gow asked if any conversation will be taking place at PC meetings or the upcoming public visioning event regarding development of a town garage at the Vaughn Brown gravel pit site; it was explained that the garage is a Selectboard matter at this point, and that it may come up during the visioning event, as that is an open forum.

Andy Phelan clarified that he does not represent an STR association, but as an owner of a Fayston residence which he does rent short-term, he is interested in the ongoing Warren conversation and may be able to provide resources.

Report from the Vision Subcommittee re: Public Forum event

Media publicity and the Google form created by Macon for RSVP purposes were outlined. Notices will be published about the event and requesting RSVPs in the Valley Reporter and Front Porch Forum, and Adam will design a flyer to be posted in public locations. Some edits to the form were suggested, which Macon will incorporate.

Status of the PC/SB LUDRs subcommittee progress

Jim noted that the final draft is close to being completed and submitted to the PC for their review, after which a public hearing will be scheduled. There was a brief discussion regarding ADUs; that section of the LUDRs is still being finalized.

Update/status of STR draft ordinance

Dan noted that he had received further comments regarding the ordinance language from Granicus earlier in the day, and had not yet incorporated them into his draft language. He then outlined the changes that were included in the latest iteration. Dan explained that his sources for the draft are a Cornell student's white paper as well as a MRVPD white paper.

The first change in is in the purpose section of the ordinance; language has been added stating the purpose of determining existing issues as well as an explanation of the sunseting and creation of a new ordinance in two or three years.

The next change to the draft refers to trash receptacles; the group made edits to remove a sentence which had been included regarding visibility, and changed 'rodent-proof' to 'animal-proof.' Dan explained that inclusion of requirements regarding trash disposal are because people who don't live in the area may be unaware of the need to keep trash inaccessible to bears, etc.

Andy noted that there is data available on the VTSTRA site regarding the number of STR units available, whether owner-occupied, and so forth. He offered to send the information to the PC. Dan will also send a copy of the draft ordinance to Andy for his input.

Dan went through some other changes. Questions arose regarding language related to insurance, and the possibility of it being in conflict with what insurance firms actually require. Other topics added include the requirement to follow any disaster orders, the ZA's ability to inspect a property before issuing a permit, record keeping requirements, and penalties. He explained the need to differentiate between different levels of violations and associated penalties.

Macon requested that the application include a question regarding owner-occupation.

Adam spoke of the need to learn the impacts of seasonal rentals on local housing availability as well, although this will not be captured by the STR ordinance, he noted that in many instances rental rates increase drastically in the winter months, causing local residents to need to locate alternative housing for half the year.

New and Other Business

There was a brief check-in regarding the meeting with the Selectboard scheduled for May 14.

Minutes were signed.

The meeting adjourned at 8:39 pm.

Respectfully Submitted,
Carol Chamberlin, Recording Secretary

Planning Commission

Jim Sanford date

Adam Zawistowski date

Jenny Faillace date

Dan Raddock date

Macon Phillips date